

Grade 12 Best Practices Guide FAQs

1. How do I know what subject test our students are taking? Will it be a paper and pencil test or on the computer?

All students will take either reading or math, or science. This information can be located on the initial NAEP letter and folder, however simply email us and we will let you know: naep@azed.gov

2. I am at an alternative school. Students start school at all hours of the day. I was wondering, how many seniors will be chosen?

Up to 30 students per content area are selected to participate in the assessment. Math, reading, and science will be assessed this year.

3. When will the student lists be available, and where do I get them?

The list of sampled students will be available on the www.mynaep.com website on December 8. You will need to use your login and password to access the list through the 'Prepare for Assessment' landing page (see below). At the bottom in the gray box you will be able to print out a PDF which will be the sample list that includes the demographic data for each student selected. You will begin by completing the 'Update List of Sampled Students' task.

Prepare for Assessment

The List of Sampled Students and Demographic Data report will become available in early December. After the list is available, there are several tasks that the school coordinator must complete to ensure a successful administration of NAEP. Use the links in the checklist on the left-hand menu under Prepare for Assessment to:

- Update the list of sampled students
- Include students with disabilities and English language learners
- Notify parents/guardians of sampled students
- Submit a current roster of students
- Manage school and/or teacher questionnaires
- Plan assessment day logistics
- Encourage participation and motivate students to do their best

Your NAEP representative will contact you in early December to explain how to complete these tasks and to schedule a preassessment review call. All tasks must be completed and confirmed by the preassessment review call date.

Any printable reports that include student names and information must be stored in the red NAEP storage envelope. The storage envelope and the *Instructions for School Coordinator* brochure will be mailed in early December.

Review Summary Reports

- [Demographic Data Report \(.PDF\)](#)

Additional Resources

- [Instructions for the School Coordinator](#)

4. What should I do if a student has withdrawn?

You will indicate this when you complete the 'Update List of Sampled Students' task.

5. Who will preselect the students from the list we sent to you?

NAEP psychometricians select the list of sampled students. We do not see nor have access to your sample list.

6. Does the NAEP Field Team come to administer the test? Do I need to do more than just monitor students during the assessment?

Yes, the NAEP field team will administer the entire test. In rare instances we may have more accommodation sessions than NAEP Field staff members, so someone from your school staff may be asked to assist.

7. I have several schools selected for NAEP testing, all of which are testing before our Grade 12 School. When did/do they receive their BPGs?

There is not a Best Practices Guide for the grades 4 and 8, however there are strategies listed on the 'Encourage Participation' task under the 'Prepare for Assessment' menu.

8. Will I have any students taking all three subjects, or is it just one test per student?

Selected students will only take one content area test.

9. Will NAEP assess each content area separately?

Students taking math, or reading, or science will all be assessed at the same time and do not need to be tested in a separate room.

10. How long do you estimate each test should take?

The Paper and Pencil Assessment should take about 90 minutes, including transition time. The Technology Based Assessment should take approximately 120 minutes.

11. Will the start time for the test depend on the school's schedule, or is there a standard testing time?

The start time should be convenient for the school and the NAEP Field Team and will be decided upon well in advance.

12. Our school has an early release on the day of the assessment, will that matter?

We have administered assessments on early release days. The NAEP Field Team needs to arrive about an hour prior (in order to set up the assessment), so you would need to make sure that someone from the school is available to let them in the building. This should happen prior to the students arriving if the start time was first thing in the morning.

13. When do we get the results from the test?

Arizona Grade 12 participates at the national level only; results will most likely be released in the fall of 2015.

